

## EFFECTIVE

June 1, 2018.

## Subject(s)

**LEIN****SRM 700, Law Enforcement Information Network (LEIN)**

This policy outlines the requirements for accessing, requesting, reviewing and disseminating Criminal History Record Information (CHRI) obtained from the Law Enforcement Information Network (LEIN) system.

This is an updated policy that clarifies the Children's Protective Services (CPS) Required LEIN Request expectations and policies.

SRM 701, Law Enforcement Information Network (LEIN) Use, System & Security

This policy item outlines the LEIN use and system security requirements for accessing and protecting LEIN reports and systems. The updated information within the policy, Process for Requesting a LEIN Record, allows for an authorized user to sign for picking up a generated LEIN CHRI.

MANUAL  
MAINTENANCE  
INSTRUCTIONS

**Changed Items ...**

[SRM 700](#)  
[SRM 701](#)